

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes March 11, 2020

**Board of Commissioners Room, 219 E. Paw Paw Street
Paw Paw MI 49079**

1. Call to Order and Determination of Quorum

At 3:30 pm, by Vice-Chairperson Jan Petersen, with attendees/absentees/quorum status as follows:

Board Members Present (6) Vice-Chair Petersen, Cynthia Compton, Kate Hosier, Katie Strohauer (arrived during Item 7), Zachary Morris and Dr. Patrick Creagan; **Board Members Absent and Excused (3)** Chair Lisa Phillips, Gail Patterson-Gladney, Sarah Moyer-Cale; **Board Vacancies: (0)**. A quorum (5 of 9) is initially present.

Staff and Others Present: Secretary-Treasurer Wayne Nelson; Environmental Consultant Erik Peterson, Jason Harloff of Odd Bros LLC.

- 2. Approval of Agenda**--Motion by Morris, supported by Hosier, to approve the prepared agenda. Approved by a vote of 5-0.
- 3. Approval of Minutes of Regular Meeting held February 12, 2020**--Motion by Morris, supported by Creagan, to approve the minutes of the Regular Meeting held February 12, 2020. Approved by a vote of 5-0.
- 4. Public Comment**—None
- 5. Correspondence**—None

- 6. Secretary-Treasurer's Report**--Nelson presented a written and oral report, with action item as follows:
The following invoices were presented for approval.

<i>Amount</i>	<i>Vendor</i>	<i>Invoice #</i>	<i>Invoice Date</i>	<i>Reason</i>
	EPA Grant Invoices:			
\$ 630.00	Envirologic Technologies Inc	06275	2020-02-05	Programmatic
9,824.39	Envirologic Technologies Inc	06276	2020-02-05	10336 Blue Star; Elig, Phase I & II
190.00	Envirologic Technologies Inc	06278	2020-02-05	05585 Blue Star; B-Plan
1,641.20	Envirologic Technologies Inc	06281	2020-02-05	23944 Red Arrow; Phase II addtl
356.25	Envirologic Technologies Inc	06375	2020-03-04	05585 Blue Start; B-Plan
118.75	Envirologic Technologies Inc	06376	2020-03-04	413 W Delaware; B-Plan
580.00	Envirologic Technologies Inc	06277	2020-03-04	804 S Kalamazoo; B-Plan
538.75	Envirologic Technologies Inc	06278	2020-03-04	23944 Red Arrow; Phase II addtl
630.00	Envirologic Technologies Inc	06279	2020-03-04	10336 Blue Star; Phase II
912.50	Envirologic Technologies Inc	06282	2020-03-04	99 Walker St;BEA/Eligibility
<u>\$ 15,421.84</u>	Envirologic Sub-Total			
1,066.67	City of South Haven	2020-04	2020-02-20	Kate Hosier; conference travel
<u>16,488.51</u>	Total of EPA Grant Invoices			
-	BRA General Invoices: none			
<u>\$ 16,488.51</u>	Total of All Invoices			

Motion by Compton, supported by Morris, to approve payment of the foregoing invoices totaling \$16,488.51. Approved by a vote of 5-0.

7. New Business—

- a. Land Bank Report**—Zach Morris reported that the VBC Land Bank Authority is still in a learning phase.

Member Arrival: Board Member Katie Strohauer arrived at 3:45 pm.; a quorum (6 of 9) is now present.

- b. New additional Work Order #35 for 153 Commercial Avenue in Paw Paw (Odd Bros LLC) Project—**
Erik Peterson presented a new additional Work Order #35 for up to \$15,000.00, for vapor pin installation and soil gas sampling, potentially followed by data review and VMS design specifications. There was discussion of waiving the reimbursement requirement under this project's Development Agreement for this new Work Order. There was discussion of a condition requiring Odd Bros LLC to file with the VBCBRA Secretary-Treasurer their Purchase Agreement for the site parcels, with Mr. Harloff agreeing.
Motion by Morris, supported by Hosier, to approve additional Work Order #35 for the project at 153 Commercial Avenue, subject to the requirement that Odd Bros LLC files their Purchase Agreement on the subject property with the VBCBRA Secretary-Treasurer, and waiving any future reimbursement requirement for Work Order #35 that might be required under the Development Agreement for this project. Approved by a vote of 6-0.
- c. Other New Business—None**

8. Old Business—EPA Grant/Brownfield Plan Project Updates--Erik Peterson gave brief verbal updates on EPA Grant projects as follows:

- a.** 10336 Blue Star Hwy—Phase I and II both completed with no contaminants found.
- b.** 153 Commercial Ave—This project was handled under New Business above.
- c.** 23944 Red Arrow Hwy—Additional Phase II sampling pending.
- d.** 413 Delaware St—Brownfield Plan being nearing final stages; a blight designation from the Village of Decatur and an SEV estimate from Decatur Township Assessor were received.
- e.** 67902 Red Arrow Hwy—Brownfield Plan progressing; a meeting with Hartford Township officials laid out conditions for removing functional obsolescence from the parcels' SEV as plastics and other contaminants are removed from the site.
- f.** 05585 Blue Star Hwy-- Brownfield Plan progressing, awaiting SEV estimate from Township Assessor.
- g.** 804 S Kalamazoo St—Developer obtaining cost estimates; should progress in Spring.
- h.** Mattawan Commercial—still uncertain if Plan will be implemented.
- i.** Paw Paw Brewing—Wayne Nelson reported that we await final EGLE Loan Closeout.

9. General Member Comments—None

10. Adjournment

There being no additional business, the meeting was adjourned by the Vice-Chair at 4:33 pm.


Wayne Nelson, Secretary-Treasurer
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

Acronym	Type	Meaning
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGLE (formerly MDEQ)	Agency	Michigan Department of the Environment, Great Lakes, and Energy (formerly MI Department of Environmental Quality)
MEDC	Agency	Michigan Economic Development Corporation
VBC	Agency	Van Buren County
VBCBOC	Agency	Van Buren County Board of Commissioners
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing